

NORTHFIELD PUBLIC SCHOOLS
School Board Minutes

School Board Meeting
January 14, 2008
Northfield High School Media Center

- I. Call to Order.
Chairperson Kari Nelson called the meeting of the Board of Education of Independent School District 659 to order at 7:21 p.m. following the organizational meeting of the School Board. Hager was absent.
- II. Agenda Changes.
The table file was added.
- III. Public Comment.
There was no one.
- IV. Approval of Minutes.
On a motion by Cirksena, seconded by Berthelsen, the minutes of the Regular School Board meeting held on December 10, 2007, were approved.
- V. Announcements and Recognitions.
 - The grant request for \$5,000 to help support a service learning coordinator for Northfield Schools has been awarded by the Northfield Area Foundation.
 - The Southeast Service Cooperative and the MN Department of Health have awarded the Northfield School District a \$1000 grant as part of their Heart Disease and Stroke Prevention Grant Initiative.
 - TIES Exceptional Teacher Awards were presented to Northfield Middle School's media specialist Amy Sieve and Lahna Tran, a kindergarten teacher at Bridgewater Elementary School at the Education Technology Conference on December 11.
 - Students in the Northfield High School Focus 10/Social Studies and English class are the November/December recipient of the Healthy Community Initiative's "Making a Difference Award". The award celebrates those groups and individuals in the community who have a positive influence on Northfield youth.
- VI. Items for Discussion and / or Reports
 1. Enrollment Projection and Budget Development.
Director of Business Affairs Tom Stringer reviewed the enrollment assumptions that drive the 2008-09 budget development and five-year financial forecast. In addition, the budget calendar for developing the 2008-09 budget was reviewed so that it could be adopted later in the meeting.
 2. Representative David Bly.
Representative Bly presented Board members with a preview of the upcoming legislative session and answered questions.
- VII. Superintendent's Report
 - A. Items for Individual Action
 1. Job Opportunities Building Zone (JOBZ) Request by the City of Northfield.
On a motion by Berthelsen, seconded by Cirksena, the Board approved the request by the City of Northfield to designate 2.5 acres of JOBZ designation for the former College City Beverage site located at 1720 Cannon Road

2. Budget Calendar.

On a motion by Berthelsen, seconded by Stratmoen, the Board approved the budget calendar for 2008-2009 as presented.

3. School Board Policies.

On a motion by Cirksena, seconded by Hargis, the Board approved the following policies.

Policy 610	Field Trips
Policy 610.1	School Assembly Programs
Policy 611	Home Schooling
Policy 613	Graduation Requirements

B. Items for Consent Grouping.

Stratmoen asked for clarification on Barbara Holm's request for a three-year extended leave of absence beginning August 21, 2008. This leave would be without pay.

On a motion by Stratmoen, seconded by Berthelsen, the Board approved the following items listed under the Consent Grouping.

1. Financial Reports - November and December 2007.

The Board approved the following:

- Paid bills totaling \$1,273,742.66, payroll checks totaling \$1,860,549.52, and the financial reports for November 2007. No bond payments were made in November 2007.
- Paid bills totaling \$1,167,459.20, payroll checking totaling \$1,849,169.92, and the financial reports for December 2007. No bond payments were made in December 2007.

2. Contract to provide instruction for Nursing Assistant class

The Board approved a contract with South Central College/Faribault Campus to provide instruction for our course offering in Health Occupations. The cost is covered by contributions from Northfield Hospital and Northfield Retirement Center.

3. OSHA Bloodborne Pathogen Standard.

The Board approved the OSHA Bloodborne Pathogen Standard summary.

4. Personnel Items.

a. Appointments**

1. Hapistinna Grace Horne, Special Ed Educational Assistant for 6.0 hours per day at the Middle School, beginning December 14, 2007, Class III, step 1.
2. Community Services Winter/Spring 2008 Instructors
3. Darrin Corbin, Delivery Driver/Floating Custodian, beginning December 21, 2007, step 2 of the wage scale for Custodians.
4. Dennis Piper, Auxiliary Custodian, Bridgewater/Middle School/Greevale Park, beginning December 21, 2007, step 2 of the wage scale for Custodians.
5. Lori Malecha, Food Service Associate III, 6.0 hours per day at Sibley School beginning January 7, 2008, \$14.67 per hour, pro-rated benefits.
6. Eric Cameron, 1.0 long-term substitute Social Studies Teacher at the High School from on or about January 22, 2008 through on or about March 21, 2008, BA lane, step 0.
7. Suzanne Cowles, long-term substitute Grade 4 Teacher at Greevale Park from on or about January 18, 2008 through June 5, 2008, BA lane, step 1.
8. Heather Silvis Carlin, ECFE Early Childhood Teacher for up to 16.0 hours per week, beginning January 16, 2008, step 1 of the wage scale. There are no benefits with this position.
9. Carlos Rada, Jr., ESL Instructional Educational Assistant for 15.0 hours per week (TORCH grant) and Supervisory Educational Assistant for 9.0 hours per week, beginning January 10, 2008 through June 5, 2008, Class II/Class I, step 1. There are no benefits with this position.
10. Susan DeWitz Leidner, Special Ed Educational Assistant (PCA) at Greevale Park for 6.75 hours per day, beginning January 4, 2008, Class III, step 1.

11. Renee Rasmussen, long-term substitute Language Arts teacher at the ALC from January 18, 2008 – June 5, 2008, BA-0, pending issuance of teaching license.
 12. Co-Curricular Assignments
 - Cameron McGregor, Assistant PT 6th Grade Boys Basketball (Hourly)
 - Jacob Pleschourt, Assistant PT 7th Grade Boys Basketball (Hourly)
 - Jacob Pleschourt, Assistant PT 8th Grade Boys Basketball (Hourly)
 - Rose Turnacliff, Middle School Yearbook Advisor
 - Paul Eddy, one extra class, second semester
 13. Michael Schlottman, Special Ed Educational Assistant at the High School for 6.75 hours per day, four days per week, beginning January 23, 2008, Class III, step 1.
 14. Hapistinna Grace Horne, Site Assistant at the Middle School Youth Center for up to 8.0 hours per week, beginning December 17, 2007, \$10.50 per hour. This is in addition to her Educational Assistant position.
- b. Increase/Decrease in Hours/Change in Assignment for Staff
1. Alison Perry, increase Instructional Educational Assistant hours from 3.75 to 6.75 hours per day beginning December 12, 2007 through June 5, 2008.
 2. Janette Kalina, substitute Food Service Associate I, increase from \$9.25 to \$12.27 per hour effective December 18, 2007.
 3. Abby Swanson, increase from .5 to 1.0 Grade 4 Teacher at Greenvale Park, beginning December 18, 2007 through June 5, 2008.
 4. Molly Eroglu, transfer from Educational Assistant position to long-term substitute ESL Teacher at Bridgewater beginning January 2, 2008, through June 5, 2008, BA lane, step 0.
 5. Rita Lattimore, transfer from 6.0 hours per day Housekeeper at the Middle School to 8.0 hours per day Custodian at the Middle School, effective December 10, 2007, at an hourly rate of \$14.01.
 6. Ron Oeltjenbruns, Sibley Head Custodian, transfer to Bridgewater Head Custodian effective January 1, 2008.
 7. Targeted Services assignment hours corrected.
 8. Kimberly Tousignant, reduce 2.25 hours of Special Ed Educational Assistant time at Sibley, beginning January 23, 2008.
 9. Coleen DeWall, increase 2.25 hours of Special Ed Educational Assistant time at Sibley, beginning January 23, 2008.
- c. Leaves of Absence
1. Barbara Holm, 3-year extended leave of absence without pay beginning August 21, 2008. The administration supports this request.
 2. Teresa Petek, leave of absence without pay from December 17, 2007, through January 31, 2008.
 3. David Kamis, FMLA leave from January 9, 2008 through February 6, 2008.
 4. Nathan Knutson, FMLA 3-week leave from on or about March 7, 2008.
 5. Lisa Hovden, FMLA childcare leave from on or about May 14, 2008 through June 5, 2008.
 6. Jennifer Lompart, FMLA childcare leave, from April 10, 2008 through June 5, 2008.
 7. Kevin Dahle, leave of absence without pay from February 4, 2008 through June 5, 2008.
 8. Angela Ekern, FMLA childcare leave from on or about April 21, 2008 through June 5, 2008.
- d. Resignations/Discontinuance of Employment
1. Alison Perry, resignation from 3.2 hour Ed Assistant for Copy Center to accept an increase in her Instructional Ed Assistant hours for the TORCH grant.
 2. Carrie Duba, School Readiness Lead teacher, resignation effective January 25, 2008.
 3. Sarah Corbin, Educational Assistant, resignation effective December 31, 2007.
 4. Cindy Keogh, Special Ed Educational Assistant, discontinuance of employment effective December 21, 2007.
 5. Molly Eroglu, resignation from Special Ed Educational Assistant position effective January 2, 2008. Ms. Eroglu has accepted a long-term teaching position at Bridgewater.
 6. Elizabeth Larson, Head Volleyball Coach, resigned effective end of 07-08 season.
 7. Rosemary Drinken, Food Service Associate I, resignation with last day of work to be January 18, 2008.

- e. 2007 Seniority Lists.

*Lane placement subject to verification by the Professional Growth Committee

**Conditional offers of employment are subject to successful completion of a criminal background check.

VIII. Items for Information

1. Enrollment Report - January 2008.

2. School Board Policies.

The Board Policy Review Committee presented the following policies for review and comment. Over the next several weeks, Board members and individuals may react to these policies. Discussion and final action by the School Board on these policies is scheduled for the January 28, 2008, regular School Board meeting.

Policy 527 Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches

Policy 614 Mandated Testing

Policy 615 Testing Accommodations, Modifications, and Exemptions for IEP, Section 504 and ELL Students

Policy 619 Staff Development For Standards

3. FY 2007 Audit Report.

4. 2008 Legislative Platform for the Minnesota Council for Exceptional Children. (MNCEC) and the Children's Action Network (CAN).

5. Educational Assistant Recognition Week, January 20 - 26, 2008.

6. Article in the January 2008 issue of *Chamber News* regarding Northfield High School's work-based learning program.

IX. Future Meetings

Monday, January 28, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

Monday, February 11, 2008, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

On a motion by Stratmoen, seconded by Cirksena, the Board adjourned at 8:25 PM.

Katy Hargis, Clerk